

# Industrial award or agreement - employment declaration (Employer)

**Important:** Please provide us with as much information as possible. Please tick boxes where appropriate. Use BLOCK letters and dark ink when completing this form and ensure it is signed and dated. \*DENOTES MANDATORY FIELD.



☎ 13 11 84 📍 [sunsuper.com.au](https://www.sunsuper.com.au)  
Reply Paid 2924 Brisbane Qld 4001

**Your employer number**  
if already a registered employer

**Office use only**

CONTELG

## 1 Employer details

If you wish to update your details, please complete an *Employer Change of details* form available at [sunsuper.com.au](https://www.sunsuper.com.au)

Employer's trading name

Employer's registered name\*

Street Address/ PO Box\*

Suburb/Town\*

State\*

Postcode\*

Email address

ABN\*

ACN\*

## 2 Rules for making contributions by member's age

Under current Federal legislation, Sunsuper can only accept contributions for you if certain criteria are met. These are outlined in the table below.

Contribution Type		Less than 67	67 - 74	75 and over
Member	Voluntary after-tax <sup>3</sup>	<b>Yes</b> – Members, irrespective of their work status, may make personal contributions	<b>Yes</b> – Where the work test rule has been satisfied <sup>1,3</sup>	<b>No</b> – Member contributions cannot be accepted <sup>3</sup>
	Spouse	<b>Yes</b> – Can be made at any time, irrespective of the employment status of the receiving spouse while they are less than 67 <sup>2</sup>	<b>Yes</b> – Where the work test rule has been satisfied <sup>1</sup> by the receiving spouse <sup>2</sup>	<b>No</b> – Spouse contributions cannot be accepted.
Employer	Superannuation Guarantee (SG)	<b>Yes</b> – SG contributions made by your employer can be accepted		
	Industrial award or agreement	<b>Yes</b> – Industrial award or agreement contributions made by the employer can be accepted		
	Salary sacrifice or employer voluntary	<b>Yes</b> – Salary sacrifice or employer voluntary contributions can be accepted	<b>Yes</b> – Salary sacrifice or employer voluntary contributions can be accepted where the work test rule has been satisfied <sup>1</sup>	<b>No</b> – Salary sacrifice or employer voluntary contributions cannot be accepted

<sup>1</sup>You must work at least 40 hours over a period of 30 consecutive days, during the financial year the contributions were made (or during the previous financial year, under a one-off exemption available to members with a 'total superannuation balance' under \$300,000).

<sup>2</sup>The contributing spouse does not need to meet the work test when making a spouse contribution for the receiving spouse.

<sup>3</sup>Does not apply to downsizer contributions, which may be made if aged 65 and over regardless of work status. No maximum age limit applies. Refer to *Downsizer contributions - put more into your super for retirement* for more information.

➡ Please continue over page

Please advise in the sections below the name of your employee and if they're covered under an award or agreement that requires you to make superannuation contributions for them. Call the Fair Work information line on 13 13 94 or visit [fairwork.gov.au](http://fairwork.gov.au) for any questions about awards, wages and entitlements.

Member number

Member date of birth (DD/MM/YYYY)\*

Member name\*

**YES** Yes, I've checked my industrial award/agreement conditions and I'm paying the award rate required. Please complete the following details about the award/agreement and the contribution you're required to make:

Award rate percentage

 %

Name of industrial award or agreement

Contributions amount/s

 \$


Contribution period

**NO** No, I've checked my industrial award/agreement conditions and I don't have to pay superannuation for the above employee.

Sign here on behalf of employer\*

Full name of signatory\*

Date signed (DD/MM/YYYY)\*

 Please return the form to Sunsuper  
Reply Paid 2924 Brisbane Qld 4001

We are committed to respecting the privacy of personal information you give us. If you would like a copy of Sunsuper's Privacy Policy, visit [sunsuper.com.au/privacy](http://sunsuper.com.au/privacy) or call 13 11 84.

Sunsuper Pty Ltd ABN 88 010 720 840 AFSL No. 228975 Trustee of the Sunsuper Superannuation Fund ABN 98 503 137 921 MySuper Authorisation 98 503 137 921 996